DISTRICT OF NORTH VANCOUVER
BOARD OF VARIANCE

Minutes of the Board of Variance of the District of North Vancouver held at 5:04 p.m. on Thursday, July 16, 2026 in the Skyline Meeting Room of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

Present: James Paul, Chair
Robert Griesdale
Laura Lee Richard

Absent: Guy Akester, Vice-Chair
Neville York

Staff: Rhonda Schell, Deputy Corporate Officer
Ashley Galloway, Supervisor –Plans Review
Veronica Milburn-Brown, Residential Plans Reviewer
Cheryl Archer, Confidential Council Clerk
Rebecca Docu, Clerk Typist 3
Natalie Priestley, Administration Clerk

Also in Attendance: Alexandra Cahouet, Owner
Wayne Church, Applicant
Charles Feval, Owner
Jennifer Madden, Owner
Mark Madden, Owner
Brock Sanford, Applicant

1. Adoption of Minutes

1.1 May 21, 2026, Board of Variance Meeting

MOVED by James Paul
SECONDED by Laura Lee Richard
THAT the minutes of the May 21, 2026 Board of Variance meeting are adopted.

CARRIED

2. Hearing of Applications

James Paul, Chair, welcomed members of the public to the meeting and provided an overview of the procedures for the meeting.

2.1 2052 West Keith Road

Staff Presentation

Staff reported that the property is located in the Single-Family Residential Pemberton Heights Zone (RSPH), the house was built in 1967, and is not located in a Development Permit Area. The proposal is for a carport with a deck above in the front yard.

The variances requested on the property are as follows:

1. Parking Structure Front Yard Setback variance of 13.22 ft (4.03 m)
2. Maximum Building Depth variance of 5.72 ft (1.74 m)

Applicant Presentation of Hardship

The applicant drew attention to the following points and hardships:

- Street parking is challenging in the area;
- The driveway provides access for a single vehicle with little room for a second;
- There is currently no covered parking nor cover for the front door;
- The intent is to widen the inner portion of the driveway to accommodate two vehicles;
- There are five members of the family, including children;
- The upper floor has a small living and dining area;
- The home is not suitable for entertaining;
- The proposal includes a balcony on the front side of the home, which has the most sunlight;
- The back yard is heavily treed;
- The hardships are the lack of street parking and covered off-street parking as well as the current tandem parking configuration;
- Other properties in the neighbourhood have an additional 12 feet of front yard grandfathered in;
- If their property had the same consideration, the variance would be only one additional foot from the street;
- Other properties on the same and adjacent block to the north have structures similar in style as the proposal and approximately the same setback; and,
- Other options were considered that they did not find suitable.

In response to a question from the Board, the applicant advised that they offered to contact neighbours and that the owners did so and reported that neighbours did not express any concerns.

In response to a question from the Board, the applicant advised that the other properties they reviewed were on West Keith Road from the south corner to the block of West 22nd Street and the next block to the onramp to Highway 1 as well as several on Philip Avenue.

In response to a question from the Board, staff advised that the size of driveway could be increased without a variance and that the covered structure requires a variance.

Representations from Notified Persons

Nil

Representations from the Public

Nil

Discussion

Laura Lee Richard spoke in opposition to the application, noting that hardship has not been demonstrated, there are options that would not require variances, the proposal would be intrusive and is not minor.

Robert Griesdale spoke in in opposition to the application, noting that hardship has not been demonstrated as additional parking can be accommodated without variances.

The Chair spoke in opposition to the application, noting that the proposed deck over a carport is not in keeping with the character of the neighbourhood.

MOVED by Laura Lee Richard
SECONDED by Robert Griesdale
THAT Board of Variance Application BOV2026-00009 2052 West Keith Road presented at the July 16, 2026 Board of Variance meeting is DENIED as follows:

Zone	Regulation	Required/ Allowed	Existing	Proposed	Variance
RSPH	Parking Structure Front Yard Setback	25 ft (7.62 m)	n/a	11.78 ft (3.59 m)	13.22 ft (4.03 m)
	Maximum Building Depth	65 ft (19.81 m)	52.3 ft (15.94 m)	70.72 ft (21.56 m)	5.72 ft (1.74 m)

CARRIED

2.2 3880 Sunset Boulevard

Staff Presentation

Staff reported that the property is located in the Single-Family Residential 7200 Zone (RS3), the house was built in 2018 and is located in Development Permit Areas for Streamside Protection and Creek Hazard, with McKay Creek running through the rear of the property. The Environment Department has been working on approval and coordinating with the Province on approval. The proposal is for a retaining wall running north-south on the property along the creek with two portions of the wall located in setbacks. The height of the proposed retaining wall is 4.9 to 7.71 feet with the increased height in the required side and rear yard setbacks.

The variance requested on the property is as follows:

1. Retaining wall height variance of 4.71 ft (1.44 m)

In response to a question from the Board, staff advised that geotechnical reports would be reviewed at building permit application stage and by the Environment team and that the applicant requires a variance to proceed. Staff noted that work is underway with the Environment Department and that the Province will not rule on a permit until the variance is determined.

Applicant Presentation of Hardship

The applicant drew attention to the following points and hardships:

- They have geotechnical and tree reports;
- Remediation is required following the atmospheric river event in 2022;
- There is significant erosion to the creek bank and they have lost a tree as a result;
- The proposal does not increase the size of the yard;
- The wall will match the existing bank and the neighbour's retaining wall height; and,
- They have plans for revegetation, protection of fish, and restrictions on when works could take place.

In response to a question from the Board, the applicant advised that the south end of the bank has been most impacted and the creek continues to erode the bank. The applicant noted that two large cedar trees must be removed as water is underneath them and that he has lost approximately 15 feet of the yard to erosion and that the adjacent neighbour is in support and will allow access via their property for the work. The applicant stated that they will not regain the part of the yard that has been lost to erosion.

In response to a question from the Board, the applicant advised that tires, logs, and rocks are holding up neighbour's yard and that other neighbours further down the creek have used a variety of materials to address issues on their properties. The applicant noted that the corner of their neighbour's yard is being eroded and that their property is on the outside bank on a curve. The applicant stated that moving the retaining wall further in would require creating a return for the creek water, which would require a significant environmental plan.

In response to a question from the Board, the applicant advised that the proposal is to replace the previous wall with one the same height.

In response to a question from the Board, staff advised that the area in the middle of the wall is not in the required setback and is not over height and that the highest portion of the wall is in the side yard setback.

Representations from Notified Persons

Nil

Representations from the Public

Nil

Discussion

Laura Lee Richard spoke in support of the application, stating that the process is flawed in that environmental and provincial approvals should be completed prior to consideration by the Board. Ms. Richard noted that the proposal is a reasonable solution to the hardship of erosion from the creek and that the variance is minor due to the location of the proposed work.

The Chair spoke in support of the application, noting that remediation could not occur without the variance and that the proposal would not affect neighbours to the north.

Robert Griesdale spoke in opposition to the application, noting that that applicant has not proven the extent of the erosion and that the photographs provided by the applicant show mature plantings through the rear of the property, which would not be present with extensive erosion. Mr. Griesdale further noted that the proposal appears to be to reclaim yard, a seven-foot stacked rock wall would not look good and questioned why other properties have not been affected if the erosion is as extensive as the applicant has stated. Mr. Griesdale stated that the geotechnical report would be helpful to the process.

MOVED by Laura Lee Richard
SECONDED by James Paul
THAT Board of Variance Application BOV2026-00008 3880 Sunset Boulevard presented at the July 16, 2026 Board of Variance meeting is APPROVED as follows:

Zone	Regulation	Required/ Allowed	Existing	Proposed	Variance
RS3	Retaining wall height within required setback	3 ft (0.91 m)	n/a	7.71 ft (2.35 m)	4.71 ft (1.44 m)

DEFEATED
Opposed: Rob Griesdale

3. CORRESPONDENCE

Nil

4. NEXT MEETING

The next regular meeting of the Board of Variance is scheduled for Thursday, September 17, 2026.

5. ANY OTHER BUSINESS

Nil

6. ADJOURNMENT

MOVED by James Paul
SECONDED by Laura Lee Richard
THAT the July 16, 2026 Board of Variance Meeting is adjourned at 5:59 p.m.

CARRIED

Chair

Committee Clerk